



# MassEVIP Fleets Application

Please Complete & Return to:  
One Winter Street, 6<sup>th</sup> Floor, Boston, MA 02108

## **Overview**

The Massachusetts Electric Vehicle Incentive Program (MassEVIP) Fleets is an open enrollment grant program administered by the Massachusetts Department of Environmental Protection (MassDEP) that provides incentives to entities to acquire through **purchase or lease** battery electric vehicles (BEVs), plug-in hybrid electric vehicles (PHEVs), or zero-emission electric motorcycles (ZEMs), and to acquire and install Level 2 dual-port charging stations.

MassEVIP Fleets program will help the Commonwealth meet its aggressive climate and energy efficiency goals established by the Global Warming Solutions Act (GWSA) and the Green Communities Act (GCA). MassEVIP helps the transition to a clean energy economy and reduces greenhouse gas (GHG) emissions from the transportation sector, one of the major sources of GHG emissions. Through MassEVIP, the Commonwealth demonstrates its commitment to increase the deployment of electric vehicles in fleets across the Commonwealth and the visibility of advanced technology vehicles in communities across the state.

## **Program Requirements**

### Eligible Entities

Eligible applicants are municipalities, state agencies and public universities and colleges in the state of Massachusetts.

### Electric Vehicles (EVs)

For the purposes of this program, an electric vehicle is an automobile that can either be powered by energy stored in an on-board rechargeable battery (BEV), or a plug-in hybrid system that uses a rechargeable battery in combination with an internal combustion engine (PHEV).

Entities can use the vendors on the current Massachusetts state-wide contract that offers battery electric and plug-in hybrid electric vehicles for the acquisition of EVs (<http://www.mass.gov/eea/agencies/massdep/air/grants/massevip-municipal.html>). MassEVIP will then provide the incentive directly to the vendor on state contract upon presentation of the invoice and proof of vehicle(s) registration in Massachusetts.

If an entity wishes to acquire an electric vehicle that is not currently on Massachusetts state-wide contract but is identified on California's list (<http://energycenter.org/index.php/incentive-programs/clean-vehicle-rebate-project/cvrp-eligible-vehicles>) as a PHEV or ZEV (zero emission vehicle also referred to in this program as a BEV) and is available in Massachusetts, the entity must do its own competitive bid process to acquire the BEV or PHEV. If the entity wishes to lease electric vehicles, the entity must do its own competitive bid process as the state-wide contract is for purchase only. The entity *itself* must be on a contract with the Commonwealth for goods and services as part of

MassDEP's Sustainable Materials Recovery program. MassEVIP will then provide the incentive directly to the entity upon presentation of the invoice or lease agreement, and proof of vehicle(s) registration in Massachusetts.

The entity must commit to operate and maintain the vehicle in Massachusetts for at least 36 months after acquisition.

### Zero-Emission Motorcycles

For the purposes of this program, a zero-emission electric motorcycle is a two-wheeled motorcycle powered by energy stored in an on-board rechargeable battery.

Municipalities are the only entity eligible for ZEMs. If a municipality wishes to acquire a ZEM that is not currently on Massachusetts state-wide contract but is identified on California's list (<http://energycenter.org/index.php/incentive-programs/clean-vehicle-rebate-project/cvrp-eligible-vehicles>) as a ZEM and is available in Massachusetts, the municipality must do its own competitive bid process to acquire the ZEM. The municipality *itself* must be on a contract with the Commonwealth for goods and services as part of MassDEP's Sustainable Materials Recovery program. MassEVIP will then provide the incentive directly to the municipality upon presentation of the invoice and proof of ZEM(s) registration in Massachusetts.

The municipality must commit to operate and maintain the motorcycle in Massachusetts for at least 36 months after acquisition.

### Charging Stations

An entity is eligible to receive funding towards a Level 2 dual-port charging station (can charge two vehicles at once) with the acquisition of at least **one battery electric vehicle**. Financial assistance for the acquisition and installation of charging station(s) increases based on the number of battery electric vehicles acquired as indicated below in the Table *Level 2 Dual-Port Charging Station Incentives*. The charging station must be publicly accessible and the space(s) must be restricted for the use of electric vehicles only.

If an entity applies for and receives a grant to install a Level 2 dual-port charging station, they can use vendors on the current state-wide contract for electric vehicle charging stations or vendor(s) of their choice. Contact information and product listing for vendors on the state-wide contract can be found on the program's webpage (<http://www.mass.gov/eea/agencies/massdep/air/grants/massevip-municipal.html>).

The entity must commit to operate and maintain the charging station in Massachusetts for 36 months after installation.

## **Incentives**

An entity may acquire EVs either through vehicle purchase or lease. In either case, eligible entities must work with vehicle dealers regarding the details on a purchase or lease. The incentives for the acquisition of plug-in hybrid electric vehicles (PHEV), battery electric vehicles (BEV), zero-emission electric motorcycles (ZEM) and Level 2 dual-port charging stations are as follows:

### **ELECTRIC VEHICLE & ZEM INCENTIVES\***

<b>Eligible Entity</b>	<b>PHEV Purchase</b>	<b>PHEV Lease</b>	<b>BEV Purchase</b>	<b>BEV Lease</b>
Municipality, Public University/College, State Agencies	Up to \$5,000	Up to \$3,000	Up to \$7,500	Up to \$5,000
<b>Eligible Entity</b>	<b>ZEM Purchase</b>			
Municipality	Up to \$750			

*\*The incentives listed are per vehicle acquired.*

Under MassEVIP Fleets, the maximum number of vehicle incentives that an eligible entity is allowed to receive is **twenty-five** throughout the entirety of the MassEVIP Fleets program, for BEVs and PHEVs combined.

Under MassEVIP Fleets, the total amount of available funding for ZEMs is \$7,500, which will allow municipalities to acquire up to 10 ZEMs (incentive is \$750/ZEM).

### **LEVEL 2 DUAL-PORT CHARGING STATION INCENTIVES\*\***

<b># of BEVs Acquired</b>	<b>1-2 BEVs</b>	<b>3-4 BEVs</b>	<b>5 OR MORE BEVs</b>
Eligible Funding	Up To \$5,000	Up To \$7,500	Up to \$10,000

*\*\*Level 2 dual-port charging station funding is based on the number of Battery Electric Vehicles (BEVs) acquired.*

Financial assistance for Level 2 dual-port charging stations is provided under MassEVIP with the acquisition of at least one BEV. The financial assistance increases with the acquisition of a greater number of BEVs as indicated in the table above. The incentive for charging station funding includes parts and installation costs for a Level 2 charging station with two ports (can charge two vehicles at a time) with the purchase of **at least one BEV**.

## **Application Process**

The application process is quite simple. Interested entities need to complete the 2-page application form at the end of this document and submit it to MassDEP. This is an open solicitation and applications will be processed on a **FIRST COME FIRST SERVED** basis until all available funding is expended.

MassDEP will perform a review of an entity's application for completeness and eligibility. Upon a satisfactory review, MassDEP will issue a Grant Application Approval within 30 days of receipt of the application, with an End-User Agreement that defines the terms and conditions of the grant to the awarded applicant, to be signed within 15 days of receipt of the Agreement. Upon receipt of the signed End-User Agreement by MassDEP, the approved entity will have up to **180 days** to complete their vehicle acquisition and charging station installation, if applicable.



## MassEVIP Fleets Application

**APPLICANT INFORMATION:** (\* Indicates Required Fields, and please print clearly)

**Legal Name of Entity\*:** \_\_\_\_\_

Division/Department within Entity applying for incentive: \_\_\_\_\_

**Principal Contact\***

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Title: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Mailing address** (enter ONLY if it is different from contact address above)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

If a municipality, are you currently a Green Community as designated by the Massachusetts Green Communities Division? (Circle one)

YES

NO

**ELECTRIC VEHICLES\***

Use the Table below to list the electric vehicle(s) you are considering acquiring.

Make/Model	Type (BEV, PHEV, or ZEM)^	Dealer	Purchase/Lease	Incentive Amount^^
				Up to \$_____
				Up to \$_____
				Up to \$_____
				Up to \$_____
				Up to \$_____

*^BEV = Battery Electric Vehicle -- PHEV = Plug-In Hybrid Electric Vehicle -- ZEM = Zero Emission Motorcycle*

*^^Incentive Amount can be found in the Electric Vehicle & ZEM Incentive Table in the Application Instructions.  
If requesting more than five vehicles, please attach additional page.*

### **ELECTRIC VEHICLE CHARGING STATION\***

If planning on acquiring **one or more battery electric vehicles** (fully battery operated), you are eligible to apply for assistance to acquire and install a Level 2 dual-port charging station. **Do you wish to apply for assistance to acquire and install a Level 2 dual-port charging station?** If **yes**, use the Table below to provide information for the requested charging station. *Note: the acquisition of plug-in hybrid electric vehicles **only** does not qualify an entity for financial assistance to install a Level 2 dual-port charging station.*

<b>Circle Appropriate Amount: ^^^</b>	1-2 BEVs = Up To \$5,000	3-4 BEVs = Up To \$7,500	5+ BEVs = Up To \$10,000
<b>Charging Station Model:</b>			
<b>Charging Station Vendor:</b>			
<b>Proposed Location Address:</b>			

^^^ Please note charging station funding is associated with the number of battery electric vehicles acquired. If the number of vehicles changes after an award has been made, the award for the charging station will change accordingly.

In the space provided below, please indicate how the electric vehicle(s) and/or charging station(s) will be used to increase the visibility of this technology in the community.\*

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**Print Name of Representative\*:** \_\_\_\_\_

**Signature of Representative\*:** \_\_\_\_\_

**Date\*:** \_\_\_\_\_

This form should be returned to MassDEP via email to [sejal.shah@state.ma.us](mailto:sejal.shah@state.ma.us) or via mail to:

**Ms. Sejal P. Shah  
MassEVIP  
One Winter Street, 6<sup>th</sup> Floor  
Boston, MA 02108**